

- I. TITLE : Transportation Division
- II. PROPOSED LEAD AGENCY : Department of Transportation
- III. OTHER AGENCIES : Department of Defense
Office of Technology Assessment
U. S. Postal Service
Veterans Administration
Civil Aeronautics Board
Interstate Commerce Commission
Department of Commerce
Department of Energy (ERDA and FEA)
Federal Maritime Commission
U. S. International Trade Commission
Tennessee Valley Authority
- IV. PURPOSE AND OBJECTIVE : Provide guidance for the Government's transportation activities (aviation, highways, rail, marine, pipelines, and hazardous materials) to effectively carryout the transition to the metric system. Coordinate metric conversion activities with private sector, state and local governments, and others as appropriate to assure a smooth transition.
- V. INTERFACE : National and international transportation and standards organizations
State and local governments
Transportation industries
- VI. FUNCTION : Conduct actions as specified in the paragraph Area Responsibilities, in the Metrication Operating Committee Establishment, Organization and Operation document dated April 6, 1977.
- VII. JUSTIFICATION : Transportation transcends every aspect of American life. One out of every eight persons in the labor force is employed in transportation. It is essential that transportation activities undertaking metrication be coordinated to ensure operational, technical, economical, environmental, and safety considerations.

MAY 17, 1977

INTERAGENCY COMMITTEE ON METRICATION POLICY
METRICATION OPERATING COMMITTEE
ESTABLISHMENT, ORGANIZATION, AND OPERATION
OF DIVISIONS

1. INTRODUCTION

This document describes the establishment, organization, and operations of the divisions of the Metrication Operating Committee, of the Interagency Committee on Metrication Policy (MOC/ICMP). Divisions are defined as areas of related interests (such as transportation, construction, education, printing, and mapping) whose activities have an economic, regulatory, operational, educational, or sociological impact, and which involve the responsibilities, operations, and interests of the Federal agencies. The objective of this document is to provide mechanisms and procedures which are guides to the operations of the divisions.

2. ESTABLISHMENT OF DIVISIONS

Proposals for the establishment of a division should be submitted to the chairman MOC/ICMP who will (a) provide copies of the request to the MOC/ICMP representatives and (b) enter it as an action item on the agenda of the next sequential meeting. Recommendation for the establishment of the divisions should contain the following information:

1. Title
2. Proposed lead agency -

Identify the Federal department or agency which should have primary responsibility for the proposed division.

2

3. Other agencies -

Identify any Federal department or agency having a major interest or responsibility in the proposed division.

4. Purpose and objective -

Define the purpose and objective of the proposed division. Wording should be very brief to give ideas and need not be complete sentences.

5. Interface -

Identify any non-Federal agency or organization that will have a major interest or responsibility in the proposed division.

6. Function -

Define the function to be performed by the proposed division. The functions should be related to the purpose and objective identified in section 4. Wording should be very brief and complete sentences are not needed.

7. Justification -

Provide a brief statement of justification as to the need for the proposed division. This paragraph should relate to the purpose and objective of the proposed division and the Federal departments and agencies identified in sections 2 and 3. "Motherhood" statements on metrication should be excluded.

The approval for establishment of a division will be by vote of the MOC/ICMP. Upon approval the MOC/ICMP Chairman will undertake the actions necessary to establish the division. Membership of the division shall be provided by the concerned agencies through the agency metric coordinators.

3. DIVISION ORGANIZATIONS:

The division will consist of a Director, appointed by the MOC/ICMP Chairman, and members from the concerned Federal agencies. The membership should consist of such scientific, technical, professional, managerial,

3

or other specialists needed to accomplish the mission of the division. The division may establish such sectors or working groups necessary to meet the division's objectives.

4. DIVISION RESPONSIBILITIES

Each division shall:

A. Develop a concise and pithy division plan for its activities and provide it to the Chairman of the MOC/ICMP for information. The plan should include the objectives to be accomplished, the critical events, and the proposed schedule. The plan should be updated annually.

B. Provide (1) periodic status or progress reports and recommendations, and (2) an annual report to the Chairman MOC/ICMP.

C. Keep abreast of the status of metrification at the national and international levels as it relates to the division and to the activities of the Federal agencies.

D. Ascertain and advise the responsible regulatory agencies of statutory or regulatory changes that have to be made in order to permit, facilitate, or expedite metrification in the division.

E. Coordinate the division metrification activities of the Federal agencies.

F. Provide information to other division directors, as appropriate, pertaining to the status of projects, lessons learned, and activities which may assist in the resolution of problems and actions underway which might impact the other divisions.

4

G. Recommend to the Chairman of the MOC and to the other division directors actions that should be taken by the MOC and the other divisions on tasks affecting his division's mission.

H. Serve as the points-of-contact and liaison representative with other government agencies, industry, public and private organizations, and with groups involved in the divisions' metrication mission.